

CITY OF HOUSTON
GENERAL SERVICES DEPARTMENT
REQUEST FOR QUALIFICATIONS
FOR
PROFESSIONAL ENVIRONMENTAL CONSULTING SERVICES CONTRACTS

The General Services Department, City of Houston, invites the submittal of Statement of Qualifications for citywide, comprehensive Professional Environmental Consulting Services. Environmental Consulting Services shall include, project planning and site studies for asbestos, lead, mold, and indoor air quality, pre-acquisition environmental site assessments, preparation of construction documents, construction administration and inspection, evaluation and remediation of contaminants, environmental compliance and consulting tasks, system design, preparation of reports and environmental testing for required work at leaking petroleum storage tanks on City properties. All environmental consulting services shall be conducted in accordance with applicable Federal, State, and Local laws, policies, and guidelines.

Interested Professional Environmental Consulting firms shall submit **two sets** of Statements for Qualifications, each must include the following; (1) historical background of the firm (2) copies of all licenses, certifications, and registrations including proof of being in Good Standing (3) a list of supplies and equipment used (4) at least three references and (5) documentation to substantiate that the firm has been in business for a minimum of two years. The submittal must also include the experience and expertise of the firm as well as the firm's personnel.

The firm must comply with the following licenses and requirements:

- licensed asbestos consultant firm
- licensed asbestos individual consultant
- licensed asbestos inspector management planner
- licensed asbestos project designer
- licensed asbestos air monitoring technician
- licensed inspector for lead
- licensed supervisor for lead
- licensed Risk Assessor
- licensed mold consultant

- A licensed firm in Good Standing with the Texas Board of Professional Engineers (TBPE) or Texas Board of Professional Geoscientists (TBPG)
- A Corrective Action Specialist (CAS) registered in Good Standing with TCEQ.
- Key personal consisting of a licensed Corrective Action Manager (CAPM) and/or Professional Geoscientists or Professional Engineer, in Good Standing.
- OSHA 40-hour trained personnel and a key person with 8-hours OSHA supervisory training.
- Certified Industrial Hygienist
- Underground Storage Tank (UST) On-site Supervisor (OSS) License A
- UST OSS License B

The Statement of Qualifications must be submitted to the office of **the City Secretary** of the City of Houston, in the Margaret Westerman Building (aka City Hall Annex) 900 Bagby Street, Public Level, Houston, Texas 77002. ***Submittals must be in a sealed envelope. Submittals must be received no later than Monday, August 4, 2014 at 10:00 am. Submittals received after said timeframe will not be considered.***

All submittals must include a label on the outside of the envelope that clearly identifies the firm's name and the name of the RFQ. Submittals must be addressed to the attention of Humberto Bautista, City of Houston Engineer, General Services Department.

There will not be a pre-proposal conference. If perspective firms have questions or need clarifications to this RFQ, send your questions or requests for clarification by email to ***Humberto Bautista*** at ***Humberto.Bautista@houstontx.gov***. ***The deadline for submitting questions or requests for clarification is Friday, July 25, 2014 at 5:00 pm. No questions or requests will be accepted after said timeframe.*** All relevant questions or requests will be answered via Letter of Clarification to this RFQ and can be emailed to other interested parties upon request.

This solicitation for Request for Qualifications is not to be construed as a contract or as a commitment of any kind, nor does it commit the City of Houston to pay any cost incurred in connection with submittals or for any incurred cost prior to the execution of a formal contract.

CITY OF HOUSTON
General Services Department
RFQ –Professional Environmental Consulting Services

The City will review and consider a prospective firm's background, overall level of experience and expertise, and compliance with the scope of services and intent of this RFQ. The City reserves the right to reject any and all qualifications received in response to this RFQ. Firms not selected will be notified in writing by the City.

Dated:

Ann Russell, City Secretary
City of Houston